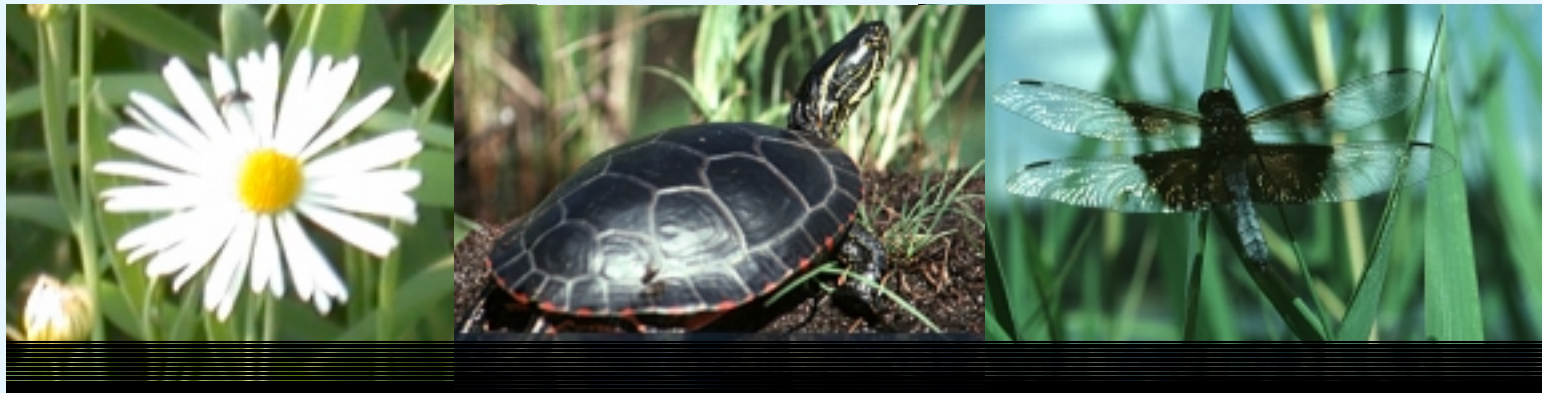


Wisconsin Wetland Compensatory Mitigation

November 18, 2005



Compensation Sites: Report Writing and Submission



Congrats! The mitigation proposal you submitted on behalf of your client was approved

Now what?



Understand what is expected

- Review your client's permit conditions
- Review your client's compensation site plan . . . Especially if you or your company did not author it
- Review the *Guidelines* or NR 350
- Review DNR mitigation website. Make sure you know the identity of the current wetland ecologist coordinating the mitigation program.



Definitions

WMS = Water management specialist. DNR Field staff that will oversee construction of wetland fill project. May or may not be involved with oversight of mitigation project.

WE = Wetland Ecologist. DNR staff from Madison that coordinates the wetland compensatory mitigation project.



Post-approval timeline: construction

- Inform DNR (WMS and WE) when mitigation construction has begun
- Inform WE if any problems occur that will delay construction completion
- Prepare and submit as-built report to WMS and WE within one month of completion of construction
- Confirm receipt of as-built report and schedule on-site inspection with WE



Post-approval timeline: after construction

- Conduct monitoring and maintenance activities according to the compensation site plan.
- If it is necessary to change the monitoring or maintenance plan, write the WE about the proposed changes. Wait to receive confirmation.
- Write and submit annual monitoring reports to WE.
- Submit final monitoring report. Confirm receipt. Schedule final site inspection.



Where to send reports?

- All reports should be addressed to the wetland ecologist at the DNR Madison office. Expect to receive comments back on reports.
- Copies may also need to go to the DNR water management specialist in your region. Check permit conditions and ask WMS.



Mitigation As-built Report

- Due within one month after initial restoration activities
- The monitoring period does not begin until the as-built is submitted
- The as-built report is NOT a monitoring report



Required components of As-Built

- Identify site, designer, and sponsor.
- Identify the construction contractor.
- Dates of construction (including completion date).
- Describe any changes to the original plan.
- Describe problems encountered during construction and what was done to correct the problem.
- List any follow-up corrective actions needed, provide a schedule, and list who is responsible.
- Provide the as-built plan sheets.



Other required components

Other information may need to be included in the as-built report:

Review compensation site plan



As-built Inspection

- After receipt of as-built report, call to confirm receipt and schedule site inspection.
- After site inspection, DNR wetland ecologist will write project proponent to either:
 - Require corrective actions OR
 - Confirm that the compensation site was built in compliance with the site plan and permit
- If a letter of compliance is issued, then the construction financial assurance document will be released



Implementation of maintenance and monitoring

- Failure to follow maintenance plan is a primary cause of failure to meet performance standards
- If unanticipated problems develop, contact DNR wetland ecologist to discuss.
- Changes can be made to the maintenance and monitoring plan, but they must be done in writing and receive approval from wetland ecologist.



Required Elements of Monitoring Reports

Elements required by NR 350

- A restatement of the compensation site plan goals, objectives and performance standards.
- Identification of any structural failures or external disturbances
 - External disturbances include encroachment of invasive species from neighboring properties. Storm water is another common external disturbance.



Required Elements of Monitoring Reports

- A description of management activities and corrective actions implemented on the site during the past year
 - Give a timeline of all activities done in the mitigation site since submission of the last report
 - Provide an explanation if any activities required for that year by the maintenance plan were not implemented



Required Elements of Monitoring Reports

- A summary of the data collected during the past year
 - Provide an explanation for omitted data that was required by the monitoring plan
 - Data should be presented in the way proposed in the monitoring plan
- A site map showing the locations of data collection
 - All objects on the map must be labeled



Required Elements of Monitoring Reports

- An assessment of the presence and level of occurrence of invasive species
 - Also describe or show the location of invasive populations
- An assessment of the degree to which performance standards are being met
 - Refer to the evidence provided within your monitoring report to support your conclusions
 - Do not “sugar-coat” your assessment



Required Elements of Monitoring Reports

- Proposed corrective actions to improve attainment of performance standards
 - Actions other than those already in your maintenance plan
 - Proposal should be detailed
 - DNR will respond to your proposal
- A narrative summary of the results and conclusions of the monitoring



Required Elements of Monitoring Reports

In addition to elements required by NR 350, content described in the site's monitoring plan must also be included



Monitoring report submittal

- Monitoring reports are due annually not later than the date established in the compensation site plan
- The DNR wetland ecologist will inform the project proponent in writing if the monitoring report is incomplete
- Repeat submissions of late or incomplete monitoring reports may trigger the need for additional years of monitoring



When does DNR inspect?

- After submission of as-built report and final monitoring report
- May also inspect if monitoring reports are incomplete or corrective actions are needed
- May informally monitor site progress
- Project proponent will be notified



What does DNR look at when inspecting?

- Is the site trending toward a quality site?
- Is the site plan being followed?
- Does information provided in reports reflect what is seen in the field?



Submission of final monitoring report

- The final monitoring plan should demonstrate that all performance standards have been met
- Schedule site inspection
- After site inspection, if DNR determines that the site is successful and established:
 - Issue letter of compliance to project proponent
 - Release financial assurances



If site fails its performance standards

- DNR wetland ecologist will send a letter of noncompliance to project proponent
- If the mitigation site can be brought into compliance, the monitoring period may be extended
- If the mitigation site is unlikely to meet performance standards, project proponent may need to develop a new compensation site
- Financial assurances cannot be released until project goals are met



Factors DNR may consider if performance standards are not met

- Was the compensation site plan followed?
- Did the project proponent acknowledge site problems and take all reasonable steps to bring the site back into compliance?
- What is the degree to which the performance standards are not met?



Summary

- Submit reports complete and on time
- Seek approval if proposing changes to compensation site plan
- Report site problems and propose solutions
- DNR will take site history into consideration when evaluating a failure to meet performance standards



Questions?
